City Council Agenda Item Request- STEP I

Submit to Clerk's Office

30-60 days before proposed Council meeting

NOTE: This document will be shared with the City Manager and City Attorney's office for initial review before being placed on the 8-week planning calendar

1. Date submitted to Clerk's Office: July 25, 2025

2. Primary contact person and Department requesting agenda item: Ashley Haire, Transportation Director; Jessica Morriss, Assistant Transportation Director, Christopher Whitlock, Transit Division Manager

3. Requested Council meeting date: August 26, 2025

4. Subject: Purchase of five 35-foot Hybrid Gillig Buses for Asheville Rides Transit

5. Action requested: Adopt a resolution authorizing the Purchasing Division to execute a purchase order with Gillig to acquire five (5) 35-foot hybrid Gillig buses for Asheville Rides Transit (ART) at a cost of $4,924,530. The purchase will be made using the Washington State Department of Enterprise Services Cooperative Purchasing Agreement and includes approved sole-source technology as part of the turnkey package. The sole source technology includes CAD/AVL ITS system, video cameras, surveillance, and automated passenger counters, which will not exceed $337,085, bringing the total turnkey cost for the five (5) buses to $5,261,615.

Turnkey Gillig Bus Purchase	**Amount**
Five (5) 35-Foot Hybrid Gillig Buses	$ 4,924,530
Sole Source Technology for (5) Buses	$ 337,085
Total	**$ 5,261,615**

6. Note if time sensitive, and why: Yes, a purchase order must be sent to the manufacturer promptly to initiate the manufacturing process. This will ensure timely receipt of the new buses, allowing us to replace aging vehicles in our transit fleet.

7. Potential Fiscal Impact: Revenues identified to support the requested action will come from a combination of Federal Transit Administration (FTA) grants and City funds as outlined below:

Funding sources	**Amount**
FTA 5339 Grants Federal Fiscal Year 2022 section 5339c Low or No Emission Discretionary	$ 4,291,650
City Transit CIP FY 26 (includes 10% required match)	$ 969,965
Total	**$ 5,261,615**

8. Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE): N/A. Funding for this project is provided in part from Federal Grants. The City is using a Cooperative Purchasing Agreement for Transit Buses under an existing Master Contract with the Washington State Department of Enterprise.

9. Identify all Boards, Commissions and Committees with proposed dates: N/A

10. Identify key issues:
    - The Washington State Department of Enterprise has approved the City of Asheville to participate in the State's Cooperative Purchasing Agreement for Transit Buses Master Contract No. 06719 to purchase buses from Gillig, utilizing the Washington State Department of Enterprise Services Cooperative Purchasing Agreement approved by the Washington State Department of Enterprise on October 20, 2021.
    - 35-foot hybrid buses are to be purchased due to the lack of alternative suitable options for shorter buses.
    - Gillig does not have 30-foot hybrid buses available for purchase.
    - Federal funding to purchase the buses and associated accessories will be provided from Federal Fiscal 2022 section 5339c Low or No Emission Discretionary Funds.
    - Additionally, this action includes approval to sole source technology from several vendors for equipment installed on each bus to ensure that every bus has consistent technology.
    - The sole source authorization, pursuant to 143-129(e)(6), allows the City to purchase and install these items on the requested new hybrid buses without engaging in competitive bidding because standardization is the overriding consideration in wanting to use these specific products. These will be included in the purchase order through Gillig and provided "turnkey."
    - The five (5) 35-foot hybrid Gillig buses are anticipated to be delivered within 12 to 15 months after the purchase order is issued.